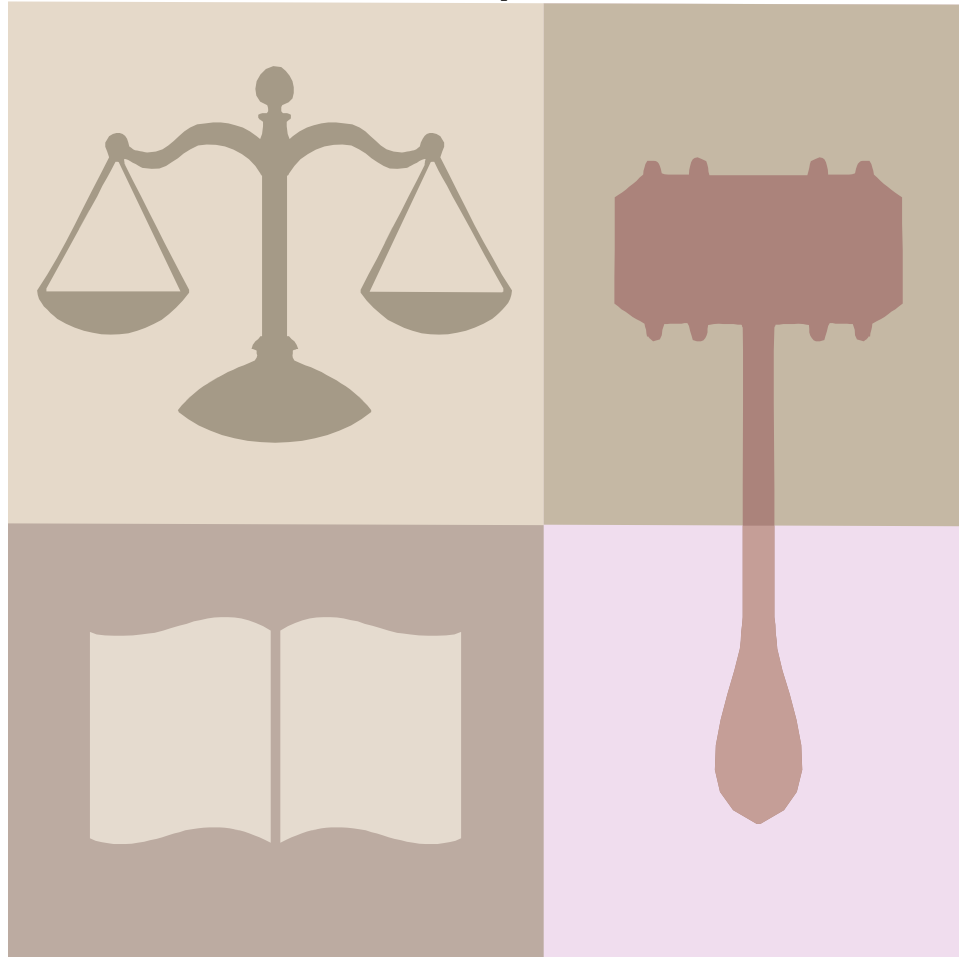


# **Jefferson County Clerk of Circuit Court Annual Report 2008**



The Clerk of Circuit Court is an elected Constitutional Officer. The Clerk of Court's powers and duties are found in the Statutes at sec. 59.40 and 753.20. The Clerk of Court is the keeper of the records and budget for the Circuit Court system; maintains the law library and manages the jury system. In 2007 the Family Court Commissioner's office was merged into the Clerk of Court's office for support staff reporting and budgetary purposes. The professional FCC & FCS staff remains under the direction of the Presiding Judge. We are required to do a complete analysis of our jury management system each year. This year I've incorporated that entire report into this annual report for your review.

Carla J. Robinson  
*Clerk of Circuit Court*  
Jefferson County, Wisconsin

April 16, 2009

Sharon Shmeling – Chair  
Jefferson County Board of Supervisors  
Gary Petre – County Administrator

RE: 2008 Annual Report

I am pleased to present to you the Jefferson County Clerk of Court's Office Annual Report. The information contained herein provides you with an overview of the cases filed, monies receipted, jury trials and juror management information and now also incorporates family court's detailed information.

In 2008 the formalization of the merging of the Family Court Commissioner's Office into the Clerk of Court's office for purposes of staffing management, budget, and reporting was completed. In general 2008 was a year of status quo – not many new changes/events. Criminal felony and misdemeanor filings decreased, while civil case filings increased to an all time high and small claim cases stayed at the near all time high level.

In 2008 we continued with our records management projects. We've made great progress in sorting and organizing the old records – but have many records yet to identify and create computerized indexes for. This project is always last on the list – so it will take some time to accomplish.

Another goal that we have is to continue to develop efficiencies. By identifying redundant processing we can determine a streamlined procedure to effectuate the same or a better outcome. Having a qualified and willing staff makes this endeavor easier to achieve.

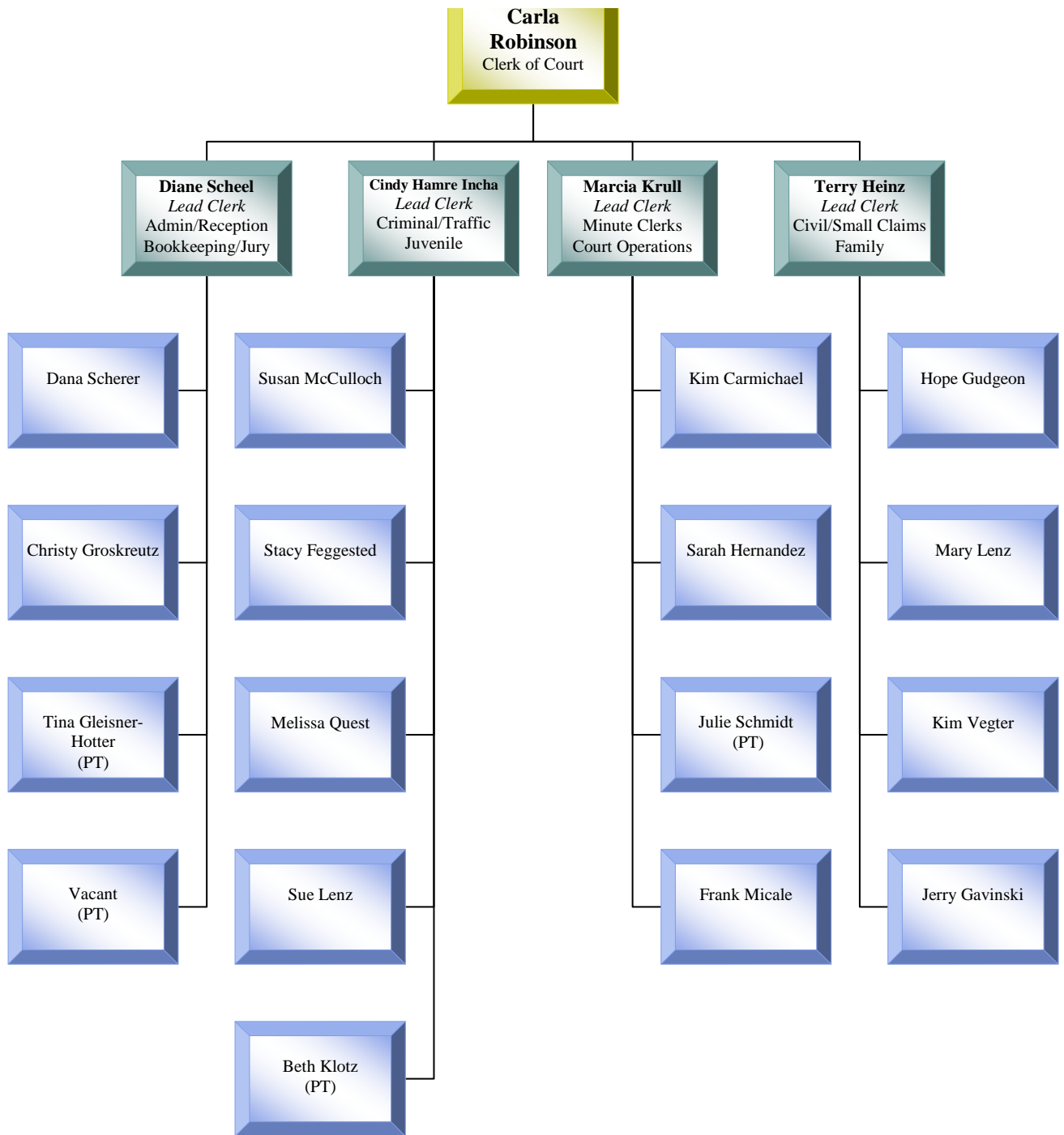
We are now into the 2<sup>nd</sup> quarter of 2009 and we are over most of the bumps that came with the January 1<sup>st</sup> judicial rotation – but will likely have new bumps in the road as we welcome Jennifer Weston as a new judge and wish Judge Ullsvik well on his retirement. My staff and I are up to the challenges that come with these changes.

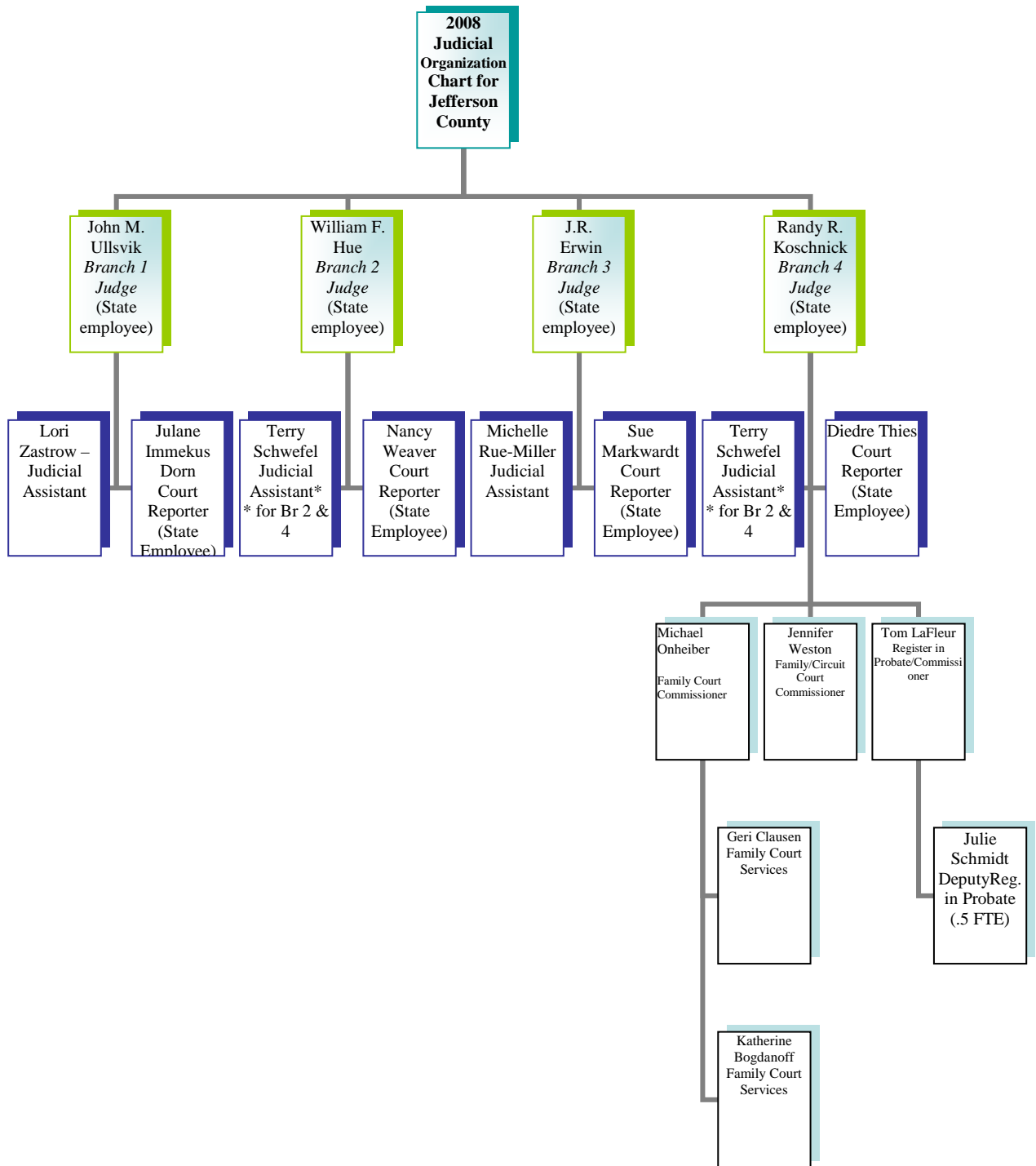
Respectfully Submitted

Carla J. Robinson

Jefferson County Courthouse – Room 115  
320 S. Main Street  
Jefferson, WI 53549  
Telephone: (920)674-7150 • FAX: (920)674-7425

# CLERK OF COURTS OFFICE ORGANIZATION CHART





# FILINGS & DISPOSITIONS

CASE TYPE		2006	2007	2008
CRIMINAL	Misdemeanor (CM)			
	Filed	1097	1013	734
	Disposed	1029	1178	1234
	Felony (CF)			
	Filed	661	534	505
	Disposed	694	637	650
TRAFFIC	Criminal Traffic (CT)			
	Filed	864	974	956
	Disposed	857	943	1106
	Forfeiture Traffic (TR)			
	Filed	8835	9101	7713
	Disposed	8805	9585	8027
County & Municipal Ordinance &	Forfeiture (FO)			
	Filed	974	863	829
	Disposed	1005	935	823
JUVENILE	Delinquency & JIPS* (JV)			
	Filed	195	195	187
	Disposed	178	205	178
	*Juv. in need of Protection & Svs.			
	CHIPS* (JC)			
	Filed	72	93	63
	Disposed	66	86	66
	*Child in need of Protection & Svs.			
	Juvenile Ordinance (JO)			
	Filed	85	51	78
	Disposed	78	57	70
CIVIL	Small Claims (SC)			
	Filed	1809	2456	2352
	Disposed	1148	2397	2389
	Civil (CV)			
	Filed	764	920	1061
	Disposed	798	859	1247
	Commitment of an Inmate (CI)			
	Filed	1	0	0
	Disposed	1	0	0
	Family (FA)			
	Filed	585	544	510
	Disposed	367	497	568
	Paternity (PA)			
	Filed	184	125	130
	Disposed	135	143	143

CASE TYPE		2006	2007	2008
JUDGMENTS & LIENS DOCKETED	Transcript of Judgment (TJ)	118	112	97
	Unemployment Compensation (UC)	229	183	178
	Wage Claim (WC)	33	59	62
	Tax Warrant (TW)	207	212	219
	Construction Liens (CL)	63	47	59
	Hospital Liens (HL)	27	44	20
	Condominium Liens (CO)	2	2	0
	Foreign Judgments (FJ)	6	4	11

## MISCELLANEOUS FEES PAID OVER TO COUNTY FOR 2008

PASSPORT FEE	RESTITUTION Surcharge - 10%	OCCUPATIONAL FEE	PACKET FEE	SALES TAX for Packet Fee	PAY PLAN FEE
\$ 3,990.00	\$ -	\$ -	\$ 539.50	\$ 29.75	\$ 439.64
\$ 2,850.00	\$ 108.14	\$ -	\$ 292.50	\$ 16.12	\$ 1,069.66
\$ 2,575.00	\$ -	\$ 40.00	\$ 472.50	\$ 23.44	\$ 1,122.41
\$ 1,575.00	\$ -	\$ -	\$ 428.75	\$ 22.70	\$ 873.18
\$ 1,900.00	\$ -	\$ -	\$ 435.50	\$ 24.21	\$ 799.27
\$ 1,125.00	\$ -	\$ -	\$ 444.75	\$ 24.25	\$ 674.03
\$ 1,850.00	\$ -	\$ -	\$ 428.26	\$ 23.78	\$ 837.83
\$ 1,850.00	\$ -	\$ -	\$ 590.30	\$ 32.48	\$ 626.25
\$ 1,325.00	\$ 82.72	\$ 40.00	\$ 428.50	\$ 24.34	\$ 750.00
\$ 1,625.00	\$ 41.85	\$ -	\$ 451.50	\$ 24.74	\$ 699.31
\$ 1,625.00	\$ 28.87	\$ -	\$ 440.00	\$ 23.88	\$ 594.58
\$ 1,725.00	\$ 71.77	\$ -	\$ 415.00	\$ 22.75	\$ 992.25
			\$ -	\$ -	
<b>\$ 24,015.00</b>	<b>\$ 333.35</b>	<b>\$ 80.00</b>	<b>\$ 5,367.06</b>	<b>\$ 292.44</b>	<b>\$ 9,478.41</b>

## MONTHLY INCOME FOR 2008

MONTH	STOP PYMNT	NSF CHARGES	2% CREDIT CARD FEE	L.G.I.P. & C/D INTEREST	CHECKING ACCT INTEREST	AMNT XFR'D FROM OTH TO CK
JANUARY	\$ -	\$ 92.00	\$ 15.00	\$ 1,344.93	\$ 55.23	\$ 51.77
FEBRUARY	\$ -	\$ 104.92	\$ 15.00	\$ 902.05	\$ 55.52	\$ 64.40
MARCH	\$ 50.00	\$ 65.45	\$ 15.00	\$ 652.62	\$ 72.92	\$ 57.53
APRIL	\$ -	\$ 50.25	\$ 26.20	\$ 352.01	\$ 58.02	\$ 18.43
MAY	\$ -	\$ 90.05	\$ 15.00	\$ 303.44	\$ 49.41	\$ 55.64
JUNE	\$ -	\$ 65.05	\$ 24.85	\$ 287.92	\$ 60.32	\$ 29.58
JULY	\$ -	\$ 80.05	\$ 38.89	\$ 298.51	\$ 72.34	\$ 46.60
AUGUST	\$ -	\$ 35.00	\$ 65.19	\$ 303.85	\$ 70.60	\$ 29.59
SEPTEMBER	\$ -	\$ 25.00	\$ 103.28	\$ 284.83	\$ 65.72	\$ 62.56
OCTOBER	\$ -	\$ 60.00	\$ 50.98	\$ 255.73	\$ 40.35	\$ 70.63
NOVEMBER	\$ -	\$ 40.00	\$ 27.18	\$ 215.45	\$ 134.26	\$ (67.08)
DECEMBER	\$ -	\$ 30.00	\$ 15.00	\$ 173.99	\$ 268.35	\$ (223.35)
<b>GRAND TOTALS</b>	<b>\$ -</b>	<b>\$737.77</b>	<b>\$ 411.57</b>	<b>\$ 5,375.33</b>	<b>\$ 1,003.04</b>	<b>\$ 196.30</b>

Total Interest	\$ 6,378.37
Total Charges	\$ 1,149.34
Net Income	<b>\$ 5,229.03</b>



## MONTHLY PAY-OVER REPORT FOR 2008

MONTH	COUNTY SHARE	STATE SHARE	TOTAL
JANUARY	\$ 53,065.87	\$ 145,208.28	\$ 198,274.15
FEBRUARY	\$ 65,307.94	\$ 168,679.39	\$ 233,987.33
MARCH	\$ 54,042.86	\$ 147,676.94	\$ 201,719.80
APRIL	\$ 65,412.52	\$ 185,213.65	\$ 250,626.17
MAY	\$ 57,301.50	\$ 157,507.55	\$ 214,809.05
JUNE	\$ 51,032.79	\$ 141,015.63	\$ 192,048.42
JULY	\$ 55,359.08	\$ 152,908.39	\$ 208,267.47
AUGUST	\$ 52,521.74	\$ 143,947.85	\$ 196,469.59
SEPTEMBER	\$ 68,090.25	\$ 164,645.09	\$ 232,735.34
OCTOBER	\$ 57,613.42	\$ 156,178.82	\$ 213,792.24
NOVEMBER	\$ 46,911.97	\$ 135,161.61	\$ 182,073.58
DECEMBER	\$ 57,968.77	\$ 170,537.97	\$ 228,506.74
<b>GRAND TOTALS</b>	<b>\$ 684,628.71</b>	<b>\$ 1,868,681.17</b>	<b>\$ 2,553,309.88</b>

# MUNICIPAL TRAFFIC REMITTANCE TO INDIVIDUAL MUNICIPALITIES FOR 2008

Month	Town of Ixonia	Town of Lake Mills	Town of Waterloo	Town of Watertown	City of Jefferson	City of Lake Mills	City of Waterloo	City of Watertown	City of Fort Atkinson	Village of Palmyra
JANUARY		\$ 524.84					\$ 1,177.63			
FEBRUARY		\$ 273.50					\$ 765.42			
MARCH		\$ 560.52					\$ 1,214.96			
APRIL		\$ 102.31					\$ 1,129.51			
MAY		\$ 170.19					\$ 1,180.10			
JUNE		\$ 237.25					\$ 993.52			
JULY		\$ 135.00					\$ 1,321.98			
AUGUST		\$ 451.75					\$ 1,254.08	\$ 15.00		
SEPTEMBER		\$ 336.90					\$ 715.76			
OCTOBER		\$ 875.00					\$ 2,256.41			
NOVEMBER		\$ 248.37					\$ 537.05			
DECEMBER		\$ 213.37					\$ 852.77			
<b>GRAND TOTALS</b>		<b>\$4,129.00</b>					<b>\$ 13,399.19</b>	<b>\$ 15.00</b>		

\*\*GRAND TOTAL OF ALL FUNDS DISBURSED TO MUNICIPALITIES IN 2008\*\*

## JEFFERSON COUNTY SHERIFF'S DEPARTMENT REVENUE FOR 2008

MONTH	50% of STATE FINES	10% of OTHER STATE FINES	COUNTY FINE/FORTEITURE	MONTHLY TOTALS
JANUARY	\$ 13,797.53	\$ 945.52	\$ 15,163.98	\$ 29,907.03
FEBRUARY	\$ 19,106.01	\$ 837.58	\$ 18,061.53	\$ 38,005.12
MARCH	\$ 13,154.70	\$ 1,193.48	\$ 15,818.09	\$ 30,166.27
APRIL	\$ 17,710.66	\$ 2,468.99	\$ 18,079.60	\$ 38,259.25
MAY	\$ 15,787.75	\$ 859.02	\$ 16,826.18	\$ 33,472.95
JUNE	\$ 12,859.02	\$ 605.74	\$ 15,413.15	\$ 28,877.91
JULY	\$ 15,040.96	\$ 801.61	\$ 15,925.37	\$ 31,767.94
AUGUST	\$ 14,166.12	\$ 795.03	\$ 14,826.69	\$ 29,787.84
SEPTEMBER	\$ 21,001.00	\$ 448.61	\$ 21,693.01	\$ 43,142.62
OCTOBER	\$ 16,263.10	\$ 624.29	\$ 16,673.30	\$ 33,560.69
NOVEMBER	\$ 14,727.36	\$ 404.89	\$ 11,276.50	\$ 26,408.75
DECEMBER	\$ 18,557.11	\$ 1,076.81	\$ 13,005.95	\$ 32,639.87
<b>GRAND TOTALS</b>	<b>\$ 192,171.32</b>	<b>\$ 11,061.57</b>	<b>\$ 192,763.35</b>	<b>\$ 395,996.24</b>

## ATTORNEY FEE PAYMENTS PAID OVER TO COUNTY FOR 2008

TRAFFIC	CRIMINAL	JV CT APPT	MISC	FAMILY CT APPT	MONTHLY TOTAL
\$ 798.48	\$ 5,588.90	\$ -	\$ -	\$ -	\$ 6,387.38
\$ 2,912.45	\$ 9,298.16	\$ 45.00	\$ -	\$ -	\$ 12,255.61
\$ 1,188.00	\$ 12,629.26	\$ 175.00	\$ -	\$ -	\$ 13,992.26
\$ 674.87	\$ 6,102.63	\$ 82.00	\$ -	\$ -	\$ 6,859.50
\$ 762.27	\$ 5,179.53	\$ 45.00	\$ -	\$ -	\$ 5,986.80
\$ 448.80	\$ 4,603.11	\$ 45.00	\$ -	\$ -	\$ 5,096.91
\$ 688.89	\$ 6,146.84	\$ -	\$ -	\$ -	\$ 6,835.73
\$ 1,030.22	\$ 6,647.36	\$ -	\$ -	\$ -	\$ 7,677.58
\$ 1,249.79	\$ 6,795.52	\$ 40.00	\$ -	\$ -	\$ 8,085.31
\$ 463.33	\$ 6,001.39	\$ -	\$ -	\$ -	\$ 6,464.72
\$ 1,127.85	\$ 5,498.73	\$ 165.00	\$ -	\$ -	\$ 6,791.58
\$ 1,126.90	\$ 5,913.40	\$ 45.00	\$ -	\$ -	\$ 7,085.30
<b>\$ 12,471.85</b>	<b>\$ 80,404.83</b>	<b>\$ 642.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 93,518.68</b>

## FAMILY COURT COSTS PAID OVER TO COUNTY FOR 2008

MONTH	GAL	MEDIATION FEE	CUSTODY STUDY	PSYCH EVAL	FAMILY COUNSELING
JANUARY	\$ 5,547.13	\$ 700.00	\$ 511.65	\$ 49.56	\$ 590.00
FEBRUARY	\$ 23,019.83	\$ 800.00	\$ 821.01	\$ 73.46	\$ 510.00
MARCH	\$ 12,716.47	\$ 700.00	\$ 362.63	\$ 97.48	\$ 650.00
APRIL	\$ 16,165.16	\$ 1,300.00	\$ 1,328.03	\$ 373.70	\$ 690.00
MAY	\$ 9,254.93	\$ 200.00	\$ 364.23	\$ 96.01	\$ 840.00
JUNE	\$ 5,796.52	\$ 1,200.00	\$ 1,196.86	\$ 500.00	\$ 589.29
JULY	\$ 9,713.41	\$ 1,100.00	\$ 88.34	\$ -	\$ 510.00
AUGUST	\$ 5,088.77	\$ 1,000.00	\$ 289.09	\$ -	\$ 630.00
SEPTEMBER	\$ 7,311.35	\$ 800.00	\$ 1,051.59	\$ -	\$ 425.00
OCTOBER	\$ 5,804.54	\$ 1,150.00	\$ 771.59	\$ 7.12	\$ 520.00
NOVEMBER	\$ 8,162.77	\$ 1,050.00	\$ 2,150.00	\$ 7.08	\$ 425.00
DECEMBER	\$ 6,789.15	\$ 700.00	\$ 185.00	\$ 10.62	\$ 505.00
<b>TOTALS</b>	<b>\$ 115,370.03</b>	<b>\$ 10,700.00</b>	<b>\$ 9,120.02</b>	<b>\$ 1,215.03</b>	<b>\$ 6,884.29</b>

## JEFFERSON COUNTY CIRCUIT COURT FEES FOR 2008

MONTH	COUNTY SHARE	STATE SHARE	CCAP	TOTAL
JANUARY	\$ 10,524.78	\$ 11,103.46	\$ 6,496.45	\$ 28,124.69
FEBRUARY	\$ 12,348.30	\$ 12,759.19	\$ 7,403.60	\$ 32,511.09
MARCH	\$ 10,916.95	\$ 11,742.80	\$ 6,458.10	\$ 29,117.85
APRIL	\$ 12,151.04	\$ 13,047.69	\$ 7,382.36	\$ 32,581.09
MAY	\$ 11,639.44	\$ 12,877.68	\$ 6,964.79	\$ 31,481.91
JUNE	\$ 10,480.05	\$ 11,552.65	\$ 6,214.58	\$ 28,247.28
JULY	\$ 11,385.67	\$ 12,082.55	\$ 6,901.54	\$ 30,369.76
AUGUST	\$ 10,879.98	\$ 10,925.31	\$ 6,611.29	\$ 28,416.58
SEPTEMBER	\$ 12,161.25	\$ 12,382.68	\$ 7,297.16	\$ 31,841.09
OCTOBER	\$ 11,829.76	\$ 12,200.09	\$ 6,650.72	\$ 30,680.57
NOVEMBER	\$ 10,599.33	\$ 9,440.20	\$ 6,888.28	\$ 26,927.81
DECEMBER	\$ 12,949.15	\$ 11,879.28	\$ 7,762.38	\$ 32,590.81
<b>GRAND TOTALS</b>	<b>\$ 137,865.70</b>	<b>\$ 141,993.58</b>	<b>\$ 83,031.25</b>	<b>\$ 362,890.53</b>

# **JUVENILE LEGAL FEES COLLECTED & PAID OVER TO COUNTY/STATE FOR 2008**

MONTH	TOTAL	COUNTY	STATE
JANUARY	\$ 200.00	\$ 50.00	\$ 150.00
FEBRUARY	\$ 124.35	\$ 31.09	\$ 93.26
MARCH	\$ 468.42	\$ 117.10	\$ 351.32
APRIL	\$ 912.30	\$ 228.07	\$ 684.23
MAY	\$ 354.00	\$ 88.50	\$ 265.50
JUNE	\$ 300.43	\$ 75.11	\$ 225.32
JULY	\$ 180.00	\$ 45.00	\$ 135.00
AUGUST	\$ 125.00	\$ 31.25	\$ 93.75
SEPTEMBER	\$ -	\$ -	\$ -
OCTOBER	\$ -	\$ -	\$ -
NOVEMBER	\$ -	\$ -	\$ -
DECEMBER	\$ -	\$ -	\$ -
<b>GRAND TOTALS</b>	<b>\$ 2,664.50</b>	<b>\$ 666.12</b>	<b>\$ 1,998.38</b>

2008 TOTAL RECEIPTS

MONTH	RECEIPTS
January	\$239,400.06
February	\$311,397.24
March	\$274,768.56
April	\$369,103.09
May	\$290,110.34
June	\$353,458.86
July	\$486,231.83
August	\$256,492.58
September	\$272,387.43
October	\$336,300.45
November	\$1,231,673.44
December	\$578,877.91
GRAND TOTAL	\$5,000,201.79



# JEFFERSON COUNTY 2008 ANNUAL JURY REPORT



I am pleased to present the 2008 Jefferson County Jury Report. My staff and I are committed to accuracy and efficiencies within the Court system.

By using the CCAP Jury Management System, essential and effective jury-related data is collected and maintained. The basic information from each questionnaire and each jury trial is entered and thereafter available for compiling statistical reports. Accuracy is the key to meaningful data. Please contact me if you have any questions or comments.

The data accumulated through the Jury Management System will continue to assist us in creating an efficient, cost controlled jury system. We strive to be diligent in continually upgrading these efforts so as not to become complacent. A well managed jury system must be respectful to not only the citizens that serve as jurors but also the litigants to the action, and most importantly, the taxpayer who provides the funds. By continuing to monitor and create efficiencies all of these responsibilities are met.

If you would like the opportunity to observe a jury trial to see and understand the process, please contact me, or Diane Scheel, my jury clerk and we'll do our best to provide you with that opportunity.

The jury trial system really is an amazing network that takes many persons to make it all come together. I would be remiss if I didn't mention the fact that the jury system in Jefferson County takes not only court staff, but sheriff's department and maintenance staff to organize. Deputies assigned to the courthouse act as bailiffs in charge of the jurors. With their assistance and knowledge the system flows quite smoothly. Deputy Paul Schultz is a favorite among jurors. But it is not only the jury bailiff that provides a service - the officers at the security station endeavor to get those persons reporting for jury duty processed through the security station quickly and efficiently so as not to delay the trial process. The courthouse maintenance staff are always willing to accommodate when we need to get jurors in prior to the typical 7:30 opening of the courthouse. They are also called upon to adjust temperatures within the courtroom - sometimes many times -

during the course of a trial. Like I said, it takes a lot of effort from many people to make the system work. Thanks everyone!

Respectfully submitted by:

CARLA J. ROBINSON  
JEFFERSON COUNTY  
CLERK OF CIRCUIT COURT

## 2008 Jury Accomplishments

In an effort to continually improve and create efficiencies within the system along with the jury experience for Jefferson County citizens, the following is an evaluation of implementation and level of completion of the goals set for the 2008 jury year:

**GOAL:** Send out juror follow-up surveys on a regular basis for additional insight into the juror's experience and gain more detailed suggestions to improve service.

- ✓ Accomplished. We mailed out juror exit questionnaires to every monthly panel with the exception of October and November because we did not call in any jurors for those 2 months.

**GOAL:** Reduce yearly pool number requested from the Department of Transportation to improve statistics and better utilize the jurors that are summoned.

- Incomplete - moved to 2009 Jury Year. After much consideration, we did not reduce the yearly pool number for 2009, due to the jury trials already scheduled. The probability of at least 1 homicide trial and several bigger civil trials. However, the plan was then to reduce the number of jurors we would bring into a panel to serve each month. We hit a road block on this method as well, due to the flooding in Jefferson County from March - June, we ended up bringing in more people than usual to retain enough available jurors for the jury selection process.

**GOAL:** Change the Jury Pool panel periods to begin the first of the month versus the 15<sup>th</sup> of the month.

- ✓ Accomplished. This change made our reporting simpler as well as making it easier for the jurors to remember their summoned period.

GOAL: Improve understanding and utilize the Jury system program for proper entry of ALL reason codes.

- ✓ Accomplished. This improved the accuracy of the computer reports.

GOAL: Continue improvement of Annual Jury Report to keep Jefferson County in compliance with SCR 73.01.

- ✓ Accomplished. This is an ongoing process.

GOAL: Implement a jury management team.

- ✓ Accomplished. The Team consisted of Clerk of Court Carla Robinson, Presiding Judge Randy R. Koschnick, Jury Clerk Diane Scheel, Deputy Clerk, Tina Hotter and our District Court Administrator, Michael Neimon. Mr. Neimon, held a meeting with other jury clerks from our District and presented an Evaluation Report Template to the clerks to use as a tool when compiling jury information to use in their Jury Reports.

GOAL: To revise present summons.

- Incomplete - lack of time - moved to 2009 Jury Year. We have developed a bullet-point letter that we hope will help the jurors better understand the information in their summons and civic duty. However, the new format was not completed in time to be used in 2008.
- ✓ POST CARD REMINDER NOTICES: Accomplished as part of improving the summoning process. This has been a big success and very helpful tool in reminding the jurors of their jury duty.

In conjunction with the Statewide Juror Appreciation Month:

- Posted juror appreciation posters & signage for September, 2008. Provided refreshments for jurors in the jury assembly room during the month of September.

## 2009 JURY GOALS

- Reduce yearly pool number requested from the Department of Transportation to improve statistics and better utilize the jurors that are summoned.
- To revise present summons, so that jurors better understand the information in their summons and civic duty. Include map of Courthouse that will direct jurors to parking and correct entrance to use.
- Implement the Juror Check-in process via the internet. CCAP is presently perfecting this option. The juror will have the option to access his/her jury instructions over the internet as well as by telephone.
- Continue improvement of Annual Jury Report to keep Jefferson County in compliance with SCR 73.01.
- Revise jury management team to include Jury Judge and 1 or 2 attorneys who have been involved in the jury selection process within the last 6 months to get more diversity and a fresh view point in analyzing our jury system and specifically addressing our "No Show" issues. Also, implement regular meeting dates with agendas.
- If we obtain our proposed Jury Assembly Room - Implement a Juror Orientation Day the week before the panel starts. This would cut down on our present number of "no shows" and we would be able to educate our jurors on courtroom procedures so they are more comfortable and confident with their juror duties.

- Implement a system to track juror qualification reports provided to Attorneys and pro se parties to insure compliance with 756.04(11)
- Continue to work with the county board and its committees regarding the proposed jury assembly room remodeling project.



## JUROR DEMOGRAPHIC REPORT MASTER LIST FOR JURY YEAR 2008

This report shows the demographic breakdown of the 2397 Jefferson County jurors for the 2008 jury year. This information also includes jurors that were moved from a previous jury year.

<b>Race or Ethnicity</b>	<b>Number</b>	<b>Percentage</b>
African American	11	.46%
American Indian or Alaskan Native	9	.38%
Asian or Pacific Islander	11	.46%
Caucasian	2293	95.66%
Hispanic	68	2.84%
Other	3	.13%
Unknown	2	.08%
<b>Total:</b>	<b>2397</b>	<b>100.00%</b>
<b>Gender</b>		
Female	1199	50.02%
Male	1198	49.98%
<b>Total:</b>	<b>2397</b>	<b>100.00%</b>
<b>Age (as of 01-01-2007)</b>		
18 - 24	300	12.51%
25 - 44	884	36.88%
45 - 64	848	35.38%
65+ yrs.	365	15.23%
Unknown	0	0.00%
<b>Total:</b>	<b>2397</b>	<b>100.00%</b>

## Analysis:

In examining all demographic information of the master list, selected jurors and qualified jurors, Jefferson County shows that the qualified list and selected list of jurors are inclusive of this County's population.

It should be noted that we obtain our list and information from the US Census 2007 Estimates for October 2008 and the Wisconsin Department of Transportation. The racial categories used by the US Census do not match those used by DOT. The Census Bureau does not consider Hispanic origin a race, but an ethnicity and determines Hispanics may be of any race. However, this category is designated by WI DOT. To determine disparity we compare a breakdown from DOT with the percentages we obtain from the Census Bureau. This comparison keeps our County within compliance of SCR 73.01.

## JURY SELECTION FOR YEAR END 2008

The annual selection process for Jefferson County begins when a request is made to the Director of State Courts for the names of citizens derived from the Department of Transportation records.

Total number of 2008 jury year records on Jefferson County D.O.T. listing:	61,888
Number of Jefferson County records provided By Director of State Courts	3,000
Exception list of records not loaded into CCAP database	603
Number of questionnaires eligible to be sent	2397

## 2008 Jury Statistics

### Qualification Yield:

Description:	Number	Percent
Number of Questionnaires Sent	2687	100%
Qualified Jurors	1103	41%
Ineligible/Unavailable due to:		
Questionnaires Undeliverable	52	2%
No Response	301	11%
Deceased	14	1%
Postponed	520	19%
Excused for Jury Year due to medical issues, or released upon Judge's approval	62	2%
Permanently Excused due to elderly with difficulties usually medical	108	4%
Disqualified for no longer being a resident of Jefferson County, not a USA citizen or felony status	527	20%
Total Ineligible/Unavailable Jurors	1584	59%

### Summoning Yield:

Description:	Number	Percent
Number of Summons Sent	1562	100%
Qualified Jurors	1044	67%
Ineligible/Unavailable due to:		
Summons Undeliverable	1	0%
Final Failed to Appear	43	3%
Deceased	0	0%
Postponed - moved to a new term of service	396	25%
Excused for Jury Year due to medical issues, or released upon Judge's approval	17	1%
Permanently Excused due to elderly with difficulties usually medical	2	0%
Disqualified for no longer being a resident of Jefferson County, not a USA citizen or felony status	59	4%
Total Ineligible/Unavailable Jurors	518	33%

### Analysis:

Based on CCAP jury management reports, Jefferson County is at 41% for qualification yield and 67% summoning yield. When we multiply those (2) two yields together our overall yield is only 27%. While this figure is a 6% increase over last year, we still fall extremely short of the unofficial standard in Wisconsin which is 40%. Therefore, Jefferson County has an effective qualification procedure but needs to improve the summoning process and procedure. Reducing the number of jurors requested for the jury year, as well as reducing the number called in each month would help increase our yield, and therefore, make better use of available jurors.

## JUROR USE SUMMARY

Our present procedures on "No Shows" are the following:

- 1) Formal "No Show" letter mailed to non-appearing juror.
- 2) If juror does not respond to letter within 2 days of the mailing of "No Show" letter, a follow-up telephone call is made by the Jury Clerk.
- 3) If same juror fails to appear a second time, a *second notice* "No Show" letter is mailed.
- 4) If same juror fails to appear a third time or has not responded to second letter the Clerk of Court and/or Judge is notified by Jury Clerk.
- 5) An Order to Show Cause Hearing is set.
- 6) If juror fails to appear at hearing, a bench warrant (appearance only) is issued. If juror does appear at hearing, the Judge will determine whether juror is in contempt of Court and usually a new jury term or specific days are assigned for the juror to make him/her available for jury duty along with a \$40.00 fine plus service costs may be assessed to the juror, upon Judge's order.
- 7) If juror is arrested on an active warrant, they are brought to appear before the Intake Judge. The Judge will determine whether juror is in contempt of Court and usually a new jury term or specific days are assigned for the juror to make him/her available for jury duty. A \$40.00 fine plus service costs may be assessed to the juror, upon Judge's order.

It should be noted that we rarely proceed past step 3. Most jurors respond to their first or second "No Show" letter.

In conclusion, according to the statistical reports derived from CCAP, Jefferson County is at 9%. The statewide acceptable level as developed by the director of State Court's Office is 10%. This is a decrease of 3% from last year and brings our no-response/no-show rate within state compliance levels.

With the jury pool system that we use in Jefferson County, using jurors more than once is a sign of efficiency.

## JURY CASE SUMMARY

### Efficient Use of Jurors

Description:	Number
Days Jurors Reported for Selection	54
Reporting for Selection	979
Not Used	37
Sent to Voir Dire	942
Questioned in Voir Dire	593
Not Questioned in Voir Dire	349
Sworn Jurors	676
Zero Days - trial settled after jurors were called in	1
Cancelled / Called Off	0

Jefferson County uses Jury Pool Method; all jurors are shared among all 4 courts (as opposed to separate panels for each branch). This is the normal and most efficient use of jurors and the method recommended by the Director of State Court's Office.

### Analysis:

Based on the CCAP jury management reports, Jefferson County sends approximately 96% of our jurors to Jury Selection. This is **over** the **90%** recommended by Wisconsin. The number of jurors selected and then sworn is also at an acceptable 69%, which is well over the State approved percentage of 30%. Jefferson County also does well in avoiding juror's appearance on no trial days. However, this is where the efficiency ends. Jefferson County's percentage of jurors used in the Voir Dire process is only at 63%, where the lowest acceptable level is 90%. Once again, this shows that we are not being efficient by having to bring in too many extra jurors into the Courtroom.

CIRCUIT COURT BRANCH 1 – JUDGE ULLSVIK			
Trial Start Date	Case Number	Case Name	Length of Trial
7/14/2008	2007CV000323	Guetzkow v. Hartford Insurance of Illinois	3 days

CIRCUIT COURT BRANCH 2– JUDGE HUE			
Trial Start Date	Case Number	Case Name	Length of Trial
		No Jury Trials in 2008 (not assigned jury type cases)	

CIRCUIT COURT BRANCH 3– JUDGE ERWIN			
Trial Start Date	Case Number	Case Name	Length of Trial
1/10/2008	2007CF000223	State v. Alexander Marinez	2 days
1/15/2008	2007CM000647 2007CM000649	State v. Andrew Hartwick	1 day
02/07/2008	2007CM000493	State v. Gregory Martin	1 day
02/14/2008	2007CF000399	State v. William Crump	2 days
03/13/2008	2007CF000449	State v. Scott Dotson	2 days
03/20/2008	2007CF000517	State v. Harley Montoya	2 days
04/10/2008	2008CF000005	State v. Luke McGowan	1 day
04/15/2008	2007CF000417	State v. Marc Garlock	4 days
07/10/2008	2007TR002424	County v. Victor McCormack	1 day
07/15/2008	2007CF000227	State v. Ricky Hunt Sr.	3 days
08/19/2008	2007CF000425 2007CF000501	State v. James Hall	3 days
12/03/2008	2008CF000083	State v. John Nazario	3 days



CIRCUIT COURT BRANCH 3- JUDGE ERWIN			
Trial Start Date	Case Number	Case Name	Length of Trial
12/11/2008	2008CM000273	State v. Joseph Merkt	1 day

CIRCUIT COURT BRANCH 4- JUDGE KOSCHNICK			
Trial Start Date	Case Number	Case Name	Length of Trial
01/28/2008	2007CF000220 2007CF000222	State v. Wayne Waldman	5 days
02/18/2008	2007CM000698	State v. Hope Mayer	1 day
03/07/2008	2007TR007259	State v. Brian Osterhaus	1 day
03/17/2008	2007CF000342	State v. Paul M. Heiman	2 days
04/07/2008	2008CF000046	State v. Sean S. Lynch	1 day
04/21/2008	2007CF000491	State v. Miguel E. Marinez, Jr	1 day
06/02/2008	207CM000966	State v. Jorge A. Meras Espinosa	1 day
06/23/2008	208CF000060	State v. Roy Ismert	1 day
06/24/2008	2008CM000118	State v. Stanley Rockwood	1 day
09/09/2008	2008CF000112	State v. Seferino Pineda Blanco	2 days
12/08/2008	2008CF000174	State v. Jennifer Yelk	4 days
12/29/2008	2008TR002851	County v. Alberta Lumani	1 day

### Analysis:

Please note that in general, there is a higher demand for jury trials in criminal and traffic cases than in family or civil cases. However, criminal and traffic cases are usually settled in 1 day - unless the case holds a felony charge - whereas, family and large claim civil cases are longer trial periods, taking multiple days.

## 2008 SUMMARY OF JURY COSTS

The following summary does not include the cost of wages for jury clerk and jury bailiff.

Entertainment	\$0.00
Lodging	\$0.00
Meals	\$2,514.57
Soda & Water	\$1,139.56
Juror per diem (@\$20.00 half day, \$40.00 full day)	\$39,380.00
Mileage (@ \$.425 per mile, per round trip)	\$14,081.79
Jury for another county	\$0.00
Transportation	\$0.00
Witness fee (@ \$16.00 per day, \$.20 per mile)	\$9,658.19
TOTAL:	\$66,774.11

Jefferson County uses a phone-in system the night before as recommended by the Director of State courts for the most efficiency.

## JUROR EXIT QUESTIONNAIRE STATISTICS

The juror exit questionnaire is used to study ratings from jurors to improve our service.

Mailed out (792) \ \ Returned (327) = [This is a 41% response value]

1) Did the documents provide you with enough information?

Very Informative	Informative	More Information	NOT informative	No Comment on this section
200 = 61%	122 = 37%	4 = 1%	None = zero	1 = .31%

3) Were the documents easy to understand or confusing?

Easy to understand	Confusing \ because?	No comment on this section
318 = 97%	7 = 2% (See reasons on comment sheet attached)	2 = .61%

4) The call-in service was easy to use:

I strongly agree	I agree	I disagree	I strongly disagree	No comment on this section
229 = 70%	89 = 27%	5 = 1.5%	None - zero	4 = 1%

6) Did the call-in service provide you with enough information?

Very Informative	Informative	More Information	NOT informative	No comment on this section
232 = 71%	92 = 28%	1 = .31%	0	2 = .61%

8) Please rate your overall juror service experience.

Excellent	Good	Satisfactory	Unsatisfactory	No comment on this section
116 = 35%	78 = 24%	17 = 5%	2 = .61%	114 = 35%

9) Were you given enough information in a timely manner after you arrived at the courthouse?

Enough Information	Not enough info	No comment on this section
199 = 61%	1 = .50%	127 = 38.50%

Timely	Untimely	No comment on this section
120 = 37%	4 = 1.2%	203 = 62%

10) Were you given enough time to attend to personal matters, such as phone calls, etc?

> enough time	Adequate time	Not enough time	Not given any time	No comment on this section
98 = 30%	103 = 32%	None - zero	None - zero	126 = 39%

*Jury Clerk Notes:*

1. Jefferson County had flood issues starting in March - June, 2008.
2. Aug 25 Panel was a separate panel pulled for 5-day trial (76 jurors)  
- case cancelled - (case#07CV99 - Goulder - Medical Malpractice)
3. Out of County Jury scheduled for November was cancelled/settled(08CF113  
- Hole - Homicide)
4. Started mailing reminder postcards in August, 2008.

## 2) Is there additional information that the letter and summons should include?

### *Include Juror ID#*

- Include juror ID#? (Aug)
- A code or ID number associated with your name vs. a person's full name. (June)

### *Include map/directions to Courthouse*

- Include directions! Luckily I lived in Johnson Creek for 2 years and became familiar w/Jefferson. I now live in Oconomowoc, Town of Ixonia-East end of Jefferson county. If I had just moved here I wouldn't have known. Or perhaps include a phone# to call (recorded is ok) if directions are needed. (Sept)
- Directions from the Freeway (I-94). (May)
- Provide a map to be mailed upon request, directing toward courthouse for those jurors not familiar with Jefferson. (March/April)

### *More details on the call-in process*

- There should be a little more explanation of when to call to find if you are selected or needed. (Aug.)
- Maybe a little clearer, call this day then each night thereafter as instructed by the recording. (Aug.)
- Initially the letter should say to call and further instructions will be given. (May)
- That you have to call in every time they tell you to. It's too easy to forget day after day. (March/April)
- Please let us know that most cases are settled before you have a need for us. I schedule appointments to do my job, made it very hard for me. (May)
- Well maybe clearer instructions on what to do to be excused from jury duty but only on certain days. (March/April)

### *Include information on juror responsibilities/suggest an orientation day*

- I would have liked more information about the process - especially to bring a book for those first few hours! (July)
- The summons should tell you if you needed to go into the court at least once, to make sure we knew that we are doing this right. (May)
- It should include a short synopsis of what being on a jury entails. I got the info off the internet and it made me feel more comfortable walking into the courtroom. (March/April)

*Include more information about length of term*

- It was not initially clear that I would be responsible for calling in for jury duty for 30 days. (July)
- More specific about how long responsibility lasts. (July)
- If not called (for month) is juror required OR eligible to serve again and how soon? (May)
- As a new time person, I did not know how many times you were to serve in that month.
- The fact that additional days of conflict that arise after the initial submission could still be added after the deadline for submission. (March/April)

*Include correct information on cell phones in courthouse*

- That cell phones could be brought into the Courthouse. (March/April)

*Include information/directions to available parking areas*

- Parking info (March/April)

3) What was confusing about the documents?

*Too much all at once*

- A lot of information and details - Good, but a little overwhelming. (Sept)

*Amended Summons had to be mailed to correct error in original summon*

- The dates were wrong for calling in. The follow-up letter clarified this matter. (Sept)
- All the correct information. I got 2 letters. It was kinda confusing. (Sept)
- Confusing because it contained the wrong date to begin calling in to see if my attendance was needed. (Aug)
- Confusing, but a correction was issued w/in a day. (Aug)
- Confusing, incorrect info - needed amend. (Aug)
- Confusing because wrong month printed in had to call in for corrected month. (Aug)
- Dates. (July)

### *The Call-in process*

- I was a little confused and fearful that I had to be available everyday. I called the phone# listed and received a lot of information from her and then I was not so worried. She was very nice. It made more sense after talking to Debbie (or Diane, I don't remember her name) (July)
- Confusing because the letter didn't say that I should call in and further instructions will be given. (May)
- I needed to clarify calling each night? (Aug)
- Confusing because I don't know if I was doing it right. (May)

### *Listed phone numbers without area code or incorrect area code*

- Please don't assume everyone lives in one (920) calling area code - some of your county doesn't. Please put (920) and jury call numbers. (Aug)

### 5) Please describe any difficulties you encountered with the call-in service.

#### *Remembering when to call-in*

- Remembering the date to call. (Dec)
- It's kind of a pain trying to remember every day to call. (Dec)
- It was difficult to remember to phone in all month! (Dec)
- Totally my fault. The one night I forgot to call. I wound up being called. I was about  $\frac{1}{2}$  hour late. (Sept)
- Remembering to call everyday. (July)
- During the month of June, we had long periods of time between call ins. I forgot one day and woke up at 3:30 am on Sunday, made the call. Luckily we weren't needed. Maybe you could have more frequent call-ins so they aren't forgotten. (June)
- It was difficult to remember to call. (June)
- It was clear with information. I did miss the first call-in and was embarrassed by it. Apparently my name was called so I missed that and got a letter which I called right away to say I apologize - I felt stupid because I was looking forward to it and now I may never get a chance to serve again. Just a thought - would it be possible to put a reminder post card in the mail - 4 days before serving or a call. ( June)
- No problems with your call-in service. My problem was my own in that I would forget to call in on occasion. (May)

- Calling in every couple of days is really inconvenient and doesn't give much time to give notice to employers, if you only had to call once a week at the beginning for the whole week would be enough notice. (May)
- It was very hard to remember all the random dates. It would be easier if you had to call every Monday or every Mon/Wed/Friday or something like that! (May)
- Call-in dates and time were too sporadic. System would be much more accommodating if the call-in times were fixed - example- every Monday evening after 5:30 pm. Currently the call-in times are too difficult to remember. (May)
- Enough days between call-in that I forgot a few times. (May)
- Call in puts onus entirely on the juror to REMEMBER. In my hectic life, this was the toughest part. Between my demanding job, kids and family, I often forgot to check-in. It would be so much better if you could leave a voice message for jurors on their home phones. This is easy to do. (March/April)
- Just remembering to call, especially Wed. after 5:30 pm as I have commitments. (March/April)
- Having to wait so long in-between the times we have to call got long and almost forgot to a couple times. (March/April)
- Too hard to remember and too long of a period to have to do.

*Having to wait until 5:30 pm to be notified to appear or not and then adjust schedule*

- None really - just having to wait till 5:30 pm. I had to schedule my co-worker if necessary - harder for her schedule with children than mine. (March/April)
- Not knowing until after 5:30 pm the day before service, made it very difficult to coordinate work plans and responsibilities. (March/April)
- Wrong day to call in on (Aug)
- Having to call multiple times. (Aug)

*Message was too long*

- The list of names were very long and not in alphabetical order which made it hard to comprehend and pay attention to what /if your name was on the list. (Aug)



*Preferred a live person over a recording*

- Life is always easier when you speak to a person. (Sept)

*Message wasn't updated timely*

- The message on machine was not always changed from the night before at 5:30 pm. On one occasion it did not change at all. I didn't know if I should go the next day. (July)
- Once when I called, I got the previous day's message. I called later and got the proper one. (July)
- Sometimes a call at 5:30 pm did not result in new info. (July)
- One time the new message was recorded late, but was cleared up at a later time. (March/April)
- One night there was no message until after 7:30 pm or so, but we also received a personal call that night so I am sure it was an unusual case that this happened. (March/April)
- Just one evening it was an old recording, but it was changed in 1 ½ hours! (March/April)
- Only once when the clerk forgot to change the recording!! (March/April)
- Not updated on day so I ended up missing the notice to come in for jury duty which scared me. (March/April)

*Incorrect Information listed on reminder post cards*

- A toll free# given 1-800-773-7170 was correct on the initial letter. A post card was sent a week prior, printed 1-800-674-7170 = MC card # recording (Sept)
- The phone# on the postcard was wrong. I found the correct # on the original letter. (Sept)

*Confused whether juror was dismissed or active*

- I did not have any difficulty, but as a first time juror, I was just not 100% sure that I was not required to call every day when my service was dismissed after the first day. I just called to confirm and had no problems. (Aug)
- Privacy Issues (June)

*No understanding of pre-jury process and court scheduling*

- I thought that when we are called for jury duty, the cases were already put on the calendar for juries to be picked. (June)

*Requesting/prefer a website option for check-in process*

- Not really a difficulty, but I would have preferred a jury notification website, for easier and faster access. (June)
- Because my name starts with a letter near the end of the alphabet, I had to listen to the entire list. It would be easier to go to a website to get the information. (March/April)

*Confused about jury/juror process*

- I really, didn't experience any difficulties with the process, it was just very confusing for a first timer. (May)
- Too fast (May)

*Need of alternate way of notification*

- I did not encounter any problems, but there are people that do not have a phone. (March/April)

7) Should the call-in service provide you with any additional information?

*Prefer live person over recording*

- A person (Sept)

*Information on approx. how long the selection process will take*

- Maybe an approximate time of dismissal. (Sept)

*Prefer earlier notification of when to appear*

- Tell you if you have to show up on an earlier date. (Aug)

*Information regarding lunch policy*

- If a lunch will be needed. I could've brought one. (June)
- The possibility of having to buy lunch. (March/April)

*Information regarding consequences of non-compliance*

- What would happen if you forget to call-in. (May)
- It was helpful that often two or three days were mentioned in the message. (May)

*Information about the Courthouse and access to Courthouse*

- The time the Courthouse is OPEN! (Mary/April)

*Information about the cell phone policy*

- If cell phones can be used once the process begins (March/April)

(11) List any problems or inconveniences that you experienced while at the Courthouse.

*PARKING ISSUES*

- Parking on a busy day in the parking lot to the East of the courthouse, employees should have to give up spots for jurors in lot and move signs designating potential jury parking, up to a time when they could park there, after 8:30 AM. (Dec)
- Difficult parking. (Dec)
- Parking - designate area for juror parking. (Sept)
- I feel parking for jurors should be reserved. At least those that are chosen for all day duty and 2-3 day duty. (Aug)
- Not enough parking. I was late because I drove around looking for a place to park and ended up about 3 blocks away. (March/April)

*UNFAMILIAR WITH COURTHOUSE*

- Not chosen for jury but I stayed to hear the opening statements. I left the courtroom alone and would have appreciated a sign to exit the building. I didn't notice any. (Sept)
- It was hard for me to go up and down the stairs - I have problems with my knees. (Aug)

- Not told we can only enter through 1 door. Doors are not unlocked until 7:30 AM. (March/April)
- Info was provided for parking behind the courthouse, but I arrived early and was unsure of door to use - that would have been helpful to me! EX: Juror enter here sign. (Sept)

#### *TEMPERATURE IN COURTROOMS*

- Courtrooms were too cold. (Dec)

#### *USE OF SAME FACILITIES AS LITIGENTS*

- Using the same rest rooms as the family of the defendant - wife and child - made eye contact and that was awkward. This happened when we left the courtroom and the attorneys were choosing the jury. (Sept)

#### *FLOODING ISSUES*

- The only inconvenience was due to the flood. That was unforeseen and could not be helped. Otherwise everything was good. (June)

#### *LACK OF FOOD ACCESSIBLE IN COURTHOUSE*

- Snacks should be provided whenever any jurors are called in. (June)
- No vending machines for a lunch (March/April)
- No refrigerator to put food in. (March/April)

#### *UNCOMFORTABLE SEATS*

- Jury Box Seats were uncomfortable. (March/April)

#### *LACK OF UNDERSTANDING SELECTION AND POST-SELECTION PROCESS*

- Did not realize that after being selected, that we would go right into the trial. Would have been helpful if that would have been clarified. (Aug)
- It was not made clear that we would not need to stay all day if not selected for a jury. I was free by noon due to not chosen as juror and told boss I'd be out all day. (July)
- Lack of jurors and just sitting around waiting. (June)

- I understand that delays really aren't your fault, but it just got irritating when I would get called to come in, have to sit there for 3 hours to have them tell me I am not selected and then be sent home. (June)
- I was very upset that I did not get to be in the jury for an all day service. I was summoned the second to last day and we were all sent home by 10 AM because not enough jurors showed up. (June)
- I had to wait an hour before going into Court - perhaps waiting for jurors due to roads closed? (June)
- Everything moved at too slow of a pace! (March/April)
- Too much wait time before entering the courtroom. (June)

#### *LENGTH OF SERVICE IS TOO LONG*

- A month straight is a long time. I would rather have it split. I don't have a problem w/doing 4 weeks, but 2 wks at a time wouldn't be so overwhelming. So I was crabby when I came into the courthouse. (Aug)

#### *MISC/OTHER*

- I felt like the majority of the people that were called in on the day I was, gave the appearance that they could care less by their comments, dress and actions. I felt like I was back in Junior High. I felt they didn't come prepared and I wouldn't of wanted them deciding my fate - that's for sure. (June)
- I was not told to give you the round trip miles, so I only got paid for one way. (June)

12) Please feel free to provide any additional information in the space provided below.

#### More suggestions:

##### *CALL IN LESS JURORS*

- 50-60 people called in for each jury is way too many! How many are really needed? What is the largest number you've needed and cut it back to that. It's very costly to pay all those people even for  $\frac{1}{2}$  day plus mileage and not a good use of people's time. (March/April)

### *JURORS SHOULD GET PAID THEIR NORMAL DAILY WAGE*

- I found that being on a jury trial was a huge inconvenience for me!! As the main source of income for my family, any lost time at work is time I do not receive pay for!! Any person attending jury duty should get paid their normal daily wages for any time missed. (March/April)

### *LENGTH OF SERVICE IS TOO LONG*

- It was difficult to not be able to plan for any activities for an entire month. It placed a strain at work, also not knowing if they needed to bring in a replacement. I would prefer to serve on a jury for one week every year rather than be "ON CALL" for an entire month. (March/April)
- I strongly feel that being on call for a month is EXCESSIVE!! None has that kind of flexibility without extreme hardship!! (March/April)
- Being "on call" for the entire month was difficult because my plans were affected by the possibility of serving. No way for the court system to control it but I would have preferred serving early in the month rather than being "on call" the entire month. (May)
- I think a week of service every year would be preferable. A month was way too long even though we wouldn't be called for another 4 years. Many people I've spoken with said a month is unusual. (July)
- It is very difficult to manage your work schedule not knowing if you will be called in for jury duty for 30 days. One suggestion would be to shorten the term to 1-2 weeks, or give the potential juror certain dates they will have to report rather than the whole month. (July)
- I was surprised that I was placed on jury duty for 2 weeks and when I called in I did not need to appear at all. Perhaps the initial letter should state this possibility. (Sept)

### *USE A WEBSITE CHECK-IN PROCESS*

- I found the registration process VERY easy and quick - online version? Just because I don't even have time to go to the Post Office-wish this was online also! (March/April)

### *LUNCHES SHOULD BE PROVIDED BY COUNTY*

- If lunch had been provided, that would have been better. Supper was provided - it was OK - burgers. (March/April)
- I felt the least the county could do is offer lunch. (March/April)

### *WIRELESS INTERNET ACCESS SHOULD BE PROVIDED BY THE COUNTY*

- Wireless internet access would be helpful for the down times. (March/April)

### *HOW TO ACCESS COURTHOUSE*

- Maybe you could put on the recorded message as to which entrance to the courthouse to use. I hadn't been there since I got an ID when I was 18, in 1979. (June)

### *HOW TO REQUEST DAYS OFF AFTER DEADLINE*

- The fact that additional days of conflict that arise after the initial submission could still be added after the deadline for submission; that cell phones could be brought into the courthouse. (March/April)

### *LONGER LUNCH PERIODS*

- Lunch could be just a little longer to accommodate travel time. (March/April)

### *CONTACT FAMILY MEMBERS OF JURY WHEN DELIBERATIONS GO LATE*

- We asked if someone could call a member of my family to tell them we were okay but just in a long deliberation. A person's family should be informed about that. (March/April)

### *LIVE PERSON SHOULD BE AVAILABLE TO ANSWER QUESTIONS*

- Hwy 18 was closed when I came in from County Hwy X. I started to follow the detour, but was afraid it was going to take me to far away and I was afraid of being late. I tried to call the number at the courthouse of Diane Scheel. The answering machine system said she could be reached at 8:00am and I was looking for help to get to the courthouse, an easier way. If people have to be in room #230 by 8:00 am, someone should be available in case of last minute calls. I voiced my concern at the check-in and the officers agreed that the closing of Hwy. 18 was becoming a concern. I didn't know what to do, when I was needing help, I didn't know what other number to call. (March/April)

### *SUGGEST POST CARD REMINDER NOTICE*

- Mail a post card or call 3-4 days before serving could help with people not showing up. Perhaps it could be put in the summons so please could put it on calendar for refrig as a reminder - it could be bright colored. (June)

### *DELAY OF JURY SELECTION*

- If the lawyers have a lot to discuss with the judge that day - they need to start earlier. (July)

### *USE MORE CROSS SECTION OF POPULATION FOR JURY PANELS*

- I felt that the jury should have been more of a cross section, of the general population. The jury that I served on consisted of mainly teachers and college students. This did not appear random, but rather a reflection of the availability of time for this group of people. (July)



## Positive comments:

### *Staff and Bailiffs*

- No problems. Helpful staff regarding time off for vacation. Thanks!
- I was called to come in for jury duty in Feb. but court kindly let me pick the month I could be available. (June)
- You were accommodating with a planned vacation and I appreciate that. (July)
- I was very impressed that time/a day could be taken off for doctor appointments and other important appointments.
- Courthouse and all staff were very helpful. (March/April)
- The bailiff was very informative and kept us apprised of what was happening and why. I called after the trial and my call was returned promptly. All my questions were answered very professionally by the clerk of courts. (March/April)
- Deputy Schultz should have a raise. He does do a very good job. (March/April)
- Deputy Schultz rocks! (July)
- Bailiff was extremely friendly and helpful (Dec)
- We had Deputy Schultz as a bailiff - he did an excellent job in providing for us. (July)
- Give my thanks to the bailiff- he was awesome! (March/April)
- Bailiff Schultz was a joy to be with. He explained things in a very clear thorough way but also was very approachable and put us all at ease. Friendly and funny, too! (March/April)
- The whole process was made very enjoyable - The bailiff (Deputy Schultz) was very friendly and helpful. (March/April)
- I found the personnel attending to us jurors to be helpful in every way. (March/April)
- The bailiff we had in this case was very nice, very helpful and made this experience easier. I liked Judge Erwin too. She was a good Judge.
- Our deputy was a very pretty blonde lady and I felt that she was a babysitter to kids that wouldn't listen. She was patient, smiled and informative, but of course we had to hear what time lunch would be over and over because they (the people) weren't listening - I mean actively listening. It was frustrating. I was ready to serve and proud to do so and very interested in how this jury duty/court system is done. (June)
- When I called the office, the woman was very pleasant, informative and even offered to speak with my work. I thought this was really great and beyond what she had to do. Therefore, her help was invaluable - GREAT JOB! (Aug)

- The sheriff was very accommodating, and even let us go outside (escorted) to enjoy the beautiful day. (Sept)
- Everyone was very pleasant to work with. (Dec)
- All courthouse staff were very helpful and friendly - I enjoyed serving as a juror. (Dec)
- I thought everyone at the courthouse was very pleasant! (Dec)
- Everyone I came in contact with was very nice-especially bailiffs. (March/April)
- I was happy that you were so accommodating to my schedule. I really appreciated that - thank you. (March/April)
- Good Job! (March/April)

### *Enjoyed Experience*

- Thanks, for your help, it was a GREAT experience for me. (March/April)
- This was my first jury experience and it went really smoothly. Part of me is sad I have to wait 4 years to possibly serve again.(March/April)
- I spent 3+ hours within Judge Erwin courtroom and more than 12 hours with Judge Koschnick... I found it very interesting and an honor to serve my county and my country. (March/April)
- I was scared the first day, because it was the first time I had ever done jury duty. It was good experience to do jury duty, I would recommend everybody to do it at least once in a life time. (March/April)
- Very Educational. Look forward to doing it again, Thank you. (March/April)
- I enjoyed the overall experience. (March/April)
- Good Experience. (March/April)
- I look forward to doing this again. (March/April)
- Was an excellent experience, even though I wasn't picked to be in the jury. (March/April)
- I thank you for such a wonderful opportunity. (March/April)
- As a first time juror, I found this experience to be positive for me. Every question was answered and I was treated in a respectful, courteous and considerate manner. That helped to stay focused on the trial by reducing some of the stress. (March/April)
- We had a long deliberation in the case. I really was nervous because it was my first time doing this, but I enjoyed my time on a jury to learn how this all works, very informative. (March/April)
- No problems, it was a very good experience! (March/April)

- I enjoyed my service and learned a lot, it is a small financial burden having to miss two days of work, but again I did enjoy my service and would not mind doing it again someday. (March/April)
- I like the system, its easy to use and to understand. (May)
- The program is run very well. Thank you for your service. (May)
- Everything was good (June)
- Great Experience. (June)
- A very positive experience (June)
- It was an experience that I thoroughly enjoyed. It gave a great insight in to the judicial system and how it works. (June)
- Thank you for this opportunity to serve. (July)
- Enjoyed my experience as a juror member - I felt it was a learning experience of how court systems work. (July)
- It was a good experience (July)
- I felt this was a good learning experience as I had never been involved in the jury process before. It took more of emotional toll on me than I thought it would when we found the defendant guilty, even though he was the one who made poor choices.(July)
- I had a very good experience being a first-time juror. (July)
- Very good experience. (Aug)
- My experience was very positive. The Judge explained everything very clearly and reminded us of the laws regarding this particular case. (Sept)
- Very pleased with my experience. Would definitely be happy and honored to serve again. Is there such a thing as a "Professional Juror?" (Sept.)
- Learned a lot - very interesting. (Dec)
- This was the second time that I served on as a juror. I found it very informative and interesting. (Dec)
- I was glad to do "my part" even if I was not actually used as a juror. (Dec)
- I found my juror experience very educational and rewarding (Dec)

### *Handicapped*

- I am handicapped/prosthetic leg and use a walker. The deputy assigned to us was very helpful as were several jurors, too. (March/April)
- The handicap Parking and elevator made accessing the Courthouse very easy for me. (March/April)

### *Call-in Service*

- Some people complained about the phone service, but I think it worked well, especially since I was able to schedule off the days I would be unavailable. (July)
- The call-in service is very convenient and definitely helps save trees and fuel. (July)

### Other Comments:

- I was called to serve, but was dismissed due to lack of jurors there. Some other problems also, we were not told what they were. (June)
  - I was hoping to be called more than just the 2 days. It was very disappointing to be called and not get to be a juror. (June)
  - I was upset that I did not get to be the juror, sent home by 10 AM because not enough jurors showed up. (June)
  - I was disappointed that there was no jury cases during my time. I hope you will call on me again. (Aug)
- 
- Should keep all 13 jurors so that a unanimous decision could only require 12 out of 13. When case is on charges "X" and arrested on outstanding "Y" charges, the "Y" charges should be released to jury when "X" and "Y" are related. (June)
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- Koschnick really went "all out" on the signature. (July)
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- A personal family member died, but previous to death we had to travel to visit at hospital in Milwaukee for about 7-9 days during the same time as doing jury duty. (July)

- After both experiences in the jury box, I was subject to some "flash Back"/ replay of events and testimony for a few weeks after... wondering if this or that was key or pivotal point that would take a verdict to a different end. (Aug)
- There was some confusion when I called in requesting days off to attend doctor appointments. I had already signed up for before jury duty calling. The judge's assistant plugged the info into the computer, but this info failed to make it to the Judge's list. They had more than a week to fix the list. I did show up when my name appeared on call list and the office remembered my call. Although annoyed to have to come in I am grateful I make it to my appointment and let me go to my appointment. (June)
- This is a civil duty I understand a lot of people have jobs that their employers pay for their time this is unpaid time off for me and a financial hardship (Dec)

# FAMILY COURT



The Jefferson County Family Court Commissioner's office is a sub-unit of the Clerk of Court's Office. This merger was implemented in 2007 and completed in 2008. Prior to the 2008 Annual report the Family Court Commissioner's office prepared a separate annual report. That report is now condensed (where it may be redundant data) and incorporated herein.

The Family Court Commissioner's Office is comprised of 1.5 Court Commissioners and 2 Family Court Services staff. As a result of the merger with the Clerk of Court's office, the 1.3 support staff – although assigned to the FCC – are allocated in the Clerk of Court's staffing/management structure.

## **Overview of Family Court**

### **The Commissioners:**

The Office of the Family Court commissioner (FCC) exists under Chapters 757 and 767 of the Wisconsin Statutes. Family Court Commissioners are "circuit court commissioners" appointed by the Chief Judge of the judicial district, upon nomination by the presiding judge of the circuit court. Circuit Court Commissioners may be assigned to a variety of jurisdictional functions under sec. 767.69. Under sec. 767.68(2m), Wis. Stats., one full time commissioner is assigned primarily to family court duty and to supervise the Office of Family Court Commissioner and Family Court Services, while an additional commissioner is assigned half time to family court and the half time to other circuit court matters.

The primary FCC duties are presiding at temporary orders hearings and other pre-trial and some post-judgment proceedings in divorce, paternity and other actions under Chapter 767. The purpose of temporary orders hearings is to provide orders during the early stages of the case on such matters as child custody and support, spousal support, use of the residence and other property, payment of debts, etc.

The FCC makes pre-trial orders designed to narrow disputes and encourage early settlement, and to prepare contested cases for trial before the circuit judge. The FCC also reviews and acts on petitions for domestic abuse and harassment temporary restraining orders. In addition, the FCC has a role in revision and enforcement of support and custody orders. Most support revisions are heard by the FCC. In child custody revisions, the FCC holds the first hearing, making both procedural orders and, if appropriate, temporary changes in physical or legal custody. The preliminary work in post-judgment matters limits unproductive demands on court resources by improper or inadequately presented claims, and permits prompt court action when merited. Substantial modifications of custody are generally certified for trial to the assigned judge.

The FCC office has one legal secretary assigned to assist both commissioners.

## Statistical Data

### New Case Filings:

Year	Divorce	Legal Sep	Paternity	Support & Maintenance	UIFSA	Other	Total
<b>2003</b>	309	10	127	143	23	2	<b>614</b>
<b>2004</b>	347	14	142	169	31	4	<b>707</b>
<b>2005</b>	318	18	131	178	14	1	<b>660</b>
<b>2006</b>	365	14	126	171	28	7	<b>711</b>
<b>2007</b>	339	16	124	161	16	12	<b>668</b>
<b>2008</b>	337	13	126	143	17	4	<b>640</b>

### Case Processing Data:

Median age of a case at disposition means the length of time from start of the case until entry of final orders concluding the case based on all cases of that type disposed in that year.

### Median Age of Divorce Cases at Disposition

<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>
212	208	204	207	204	218

Another measure of family court case processing is a performance standard adopted by the Judicial District Chief Judges. The performance standard calls for completion of a certain percentage of the cases in that category within a certain time. For divorce cases, the standard is completion of 90% of the cases within 360 days. We continue to remain short of that standard.

### Performance Standard Data

	Time Standard	Performance Standard	2003	2004	2005	2006	2007	2008
<b>Divorce</b>	360	90%	83%	78%	82%	82%	80%	74%
<b>Paternity</b>	180	90%	55%	58%	60%	61%	69%	94%
<b>Other Family</b>	360	90%	99%	100%	100%	99%	98%	100%

### FCC General Calendar and Child Support Hearings:

The Family Court Commissioner holds hearings for temporary orders, pre-trial orders and revisions of custody and/or support on the FCC general calendar. The majority of Child Support Agency (CSA) hearings are held by the FCC during "block time" on the calendar. The FCC allocates 54 hours per month for these child support hearings. The Family Court Commissioner and Clerk of Court staff who hold hearings and/or process Child Support related data have a portion of their wages off-set via federal grant monies provided through the Cooperative Agreement with the Child Support Agency.



### **Guardian *ad Litem* Data**

Guardian *ad Litem*s are appointed in family cases to represent the interests of the children. Depending on the financial situation of the participants in the case, an order to reimburse for the costs of the service may or may not be ordered. The County receives a distribution from the State to cover a portion of the costs. The County must absorb the remaining costs.

	Outlays	Private Reimbursement	State Payments <sup>1</sup>	Total Recovery	Recovery Rate	Net County Cost
<b>2003</b>	114,330	48,465	52,162	100,627	88%	\$ 13,703
<b>2004</b>	89,495	56,065	49,491	105,556	118%	\$ (12,061)
<b>2005</b>	135,782	69,594	48,000	117,594	87%	\$ 18,188
<b>2006</b>	152,991	63,813	50,800	114,613	75%	\$ 38,378
<b>2007</b>	191,831	62,954	49,441	112,395	58.5%	\$ 79,436
<b>2008</b>	190,213	115,370	50,847	166,217	87%	\$ 23,995

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<sup>1</sup> State payments are made from funds allocated by the legislature for distribution by court administration among the 72 circuits (counties), under a formula based on three factors: the # of judicial branches (judges) per county; the total # of family court (and certain other) actions filed in the county; and the county's recovery of court support fees (such as filing fees) payable to the State.

## Family Court Services:

Family Court custody mediation and studies are provided through the office of Family Court Services (FCS), which is organizationally within the Family Court Commissioner's Office. It is staffed by two full-time professionals and a part-time support staff person. The FCS also oversees a "Divorce Education" program, aimed at reducing child custody conflict. 328 parents were ordered to attend program in 2008.

Wisconsin Statute Sec. 767.405 mandates the provision of "Family Court Services" for mediation and custody studies for county residents involved in family court actions. Requests for Mediation have substantially decreased.

### Mediation Cases:

	2003	2004	2005	2006	2007	2008
Mediation Orders	360	330	236	252	238	179
Settled w/o mediation				25	44	15
Failed to attend				86	69	58
Found inappropriate for mediation				20	8	7
Order vacated (mediation ordered – then waived)				4	6	4
Information and screening appointments				233	291	128
Cases opened (for substantive mediation)	212	201	88	78	88	85
Agreements reached	163	121	53	59	59	52
Agreement rate (agreements reached/cases opened)	77%	60%	60%	76%	67%	62%

### Custody Study Cases:

	2003	2004	2005	2006	2007	2008
Study Orders	63	97	71	51	54	38
Vacated	11	22	26	3	7	7
Previous year cases completed this year	n/a	n/a	n/a	23	24	15
This year cases completed this year	n/a	n/a	n/a	21	24	19
<b>Total cases completed</b>	<b>52</b>	<b>50</b>	<b>36</b>	<b>44</b>	<b>48</b>	<b>34</b>